

Minutes and Action Taken Report

2019-20

Date: 16/12/19

Agenda:

- Restructuring of IQAC
- ParamarshScheme- MOU with Farook College.
- To attend Criteria wise workshops under Paramarsh scheme
- Tentative date for submission of draft SSR of our college

The internal quality assurance committee was restructured as follows.

Chairman :	Dr. U. Saidalvi (Principal)	sd/-
IQAC Coordinator :	Ms. Reshma M(Department of Electronics)	sd/-
Assistant coordinator:	Mr. Abdul Bari(Department of English)	sd/-
Assistant coordinator:	Mr. ShameemAkthar(Department of Computer Science)	sd/-
MEMBERS:	Mr. AbdurahimanKaruthedath	sd/-
	Ms. Bishara M	sd/-
	Dr. Remish N	sd/-
	Mr. Firose KC	sd/-
	Mr. Jahfar C	sd/-
	Mr. Mohammed Ali T	sd/-
	Mr. Faisal T	sd/-
	Mr. Mansoor KC (Head Accountant)	sd/-
	Mr. Parvees P	sd/-
	Mr. Salman Faris M (Union Chairman)	sd/-

Decisions:

- Decided to restructure IQAC Team
- The committee discussed the proposal of Paramarsh, FarookCollege, Kozhikode to act as the mentor of the college for NAAC accreditation.The committee decided to accept the proposal and sign MOU with Farook College.
- Decided to attend the criteria wise workshops in different colleges under ParamarshScheme.
- Decided to submit the Draft SSR at the end of academic year 20-21

Action Taken:

1. For preparing NAAC SSR the IQAC was restructured. Ms. Reshma M (Department of Electronics) was selected as IQAC coordinator, Mr. Abdul Bari (Department of English), and Mr. Shameem Akthar (Department of Computer Science) were selected as assistant coordinators of IQAC and all Heads of the Departments as members in IQAC.
2. The committee discussed the proposal of Paramarsh Scheme, Farook college, Kozhikode to act as the mentor of the college for NAAC accreditation. The committee decided to accept the proposal and sign MOU with Farook College. Decided to attend the criteria wise workshops in different colleges under Paramarsh Scheme.
3. Decided to submit the Draft SSR at the end of academic year 20-21.

Reshma M
IQAC Coordinator

Dr. U. Saidalvi
Principal




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VENGARA

Date: 04/02/20

Agenda:

- workshop of Paramarsh team in our college
- Review of FeedBack form

Members present

Chairman :	Dr. U. Saidalvi (Principal)	sd/-
IQAC Coordinator :	Ms. Reshma M(Department of Electronics)	sd/-
Assistant coordinator:	Mr. Abdul Bari(Department of English)	sd/-
Assistant coordinator:	Mr. ShameemAkthar(Department of Computer Science)	sd/-
MEMBERS:	Mr. AbdurahimanKaruthedath	sd/-
	Ms. Bishara M	sd/-
	Dr. Remish N	sd/-
	Mr. Firose KC	sd/-
	Mr. Jahfar C	sd/-
	Mr. Mohammed Ali T	sd/-
	Mr. Faisal T	sd/-
	Mr. Mansoor KC (Head Accountant)	sd/-
	Mr. Parvees P	sd/-
	Mr. Salman Faris M (Union Chairman)	sd/-

Decisions:

- Decided to conduct a workshop in collaboration with PARAMARSH SCHEME, Farook college
- Reviewed the feedback reports submitted by core monitoring committee
- Analysed Internal Academic Audit Report and Feedback on curriculum

Action Taken:

1. Conducted One day workshop on Infrastructure and Learning Resources for mentee colleges under ParamarshSchemeorganised by IQAC Farook college and IQAC Malabar College of Advanced Studies,Vengarajointly on 18-02-2020
2. Reviewed the feedback reports of the academic year submitted by the core monitoring committee.
3. The feedback on curriculum evaluated by the core monitoring committee was published in the website

Reshma M

IQAC Coordinator



Dr. U. Saidalvi

Principal


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